

**Precast Subtask Group
Planning Meeting
June 11, 2015
9:00 – 11:30
MINUTES**

Precast Subtask Group Members:

Keith Hoffman – Precast Concrete Subtask Group Co Chair	Present
Cliff Ohlwiler – Precast Concrete Subtask Group Co Chair	Not Present
Doug Mooradian	Present
Mehdi Parvini	Present
Jim Ma	Not Present
Kirsten Stahl	Not Present
John Lammers	Present
Jim Cotey	Present
Tinu Mishra	Not Present
Don Reding	Not Present
Tracy Vacura	Not Present
James Sagar	Present
Larry Gielenfeldt	Not Present
Jerry Lucenczyn	Not Present
Paul Fayer	Present
Jeff Friedman	Present
Russell Tripp	Present
Evan Gurley	Not Present
Guests:	
Chris McDermott	Present

1. Welcome

2. Purpose of meeting – Briefing of STG activities by representative of the functional unit, garner a general status of milestones, create a forum for discussion and feedback, create a list of action items, and review schedule for near-term and for long-term.

3. Mr. Hoffman went through a round of introductions and presented the purpose of the meeting. It was mentioned that the goal of this meeting was to ensure that all members of the Precast STG were on the same page in terms of activity milestones and action items.

The first topic of discussion was previous meeting minutes and action items. There were no issues on the previous action items.

The next topic of discussion was the “Pretensioning Jack Calibration” activity. The “Jack Calibration” team completed its final deliverable and it has been sent to the TG for review and comment. The activity is considered complete at the STG level pending any comments from the TG.

The group then discussed the “Precast Pavement – Enhanced Jobsite Quality” activity. Mr. Parvini provided a general update on meetings that have been held with industry in regard to precast pavement. The group reviewed the draft scoping document and agreed that the team members must be added to the scoping document before the activity can be approved per the Operating Principles. Some members were added to the scoping document, however there were still members needed from industry to provide for equal representation on the team between the Department and Industry.

An action item was noted for Jim Cotey and Mehdi Parvini to finalize the scoping document by capturing all team members.

An action item was noted for Mr. Lammers to contact someone from the prestressing technical team to confirm membership on the activity team.

An action item was noted for Mr. McDermott to contact DeSilva Gates to see if the Superintendent / Project manager for the 680 project wants to participate in the activity.

Mr. Hoffman presented a draft of the new scoping document for the next fiscal year. The title of the activity for the new scoping document is “QC/QA Testing Results and Mix Designs for Precast Facilities”. Mr. Hoffman noted the benefits and potential impacts of the new activity. Some of the benefits noted include improved traceability and transparency as well as the ability to track the historical performance of mix designs. The scoping document has been signed at the TG level and is awaiting signatures from others.

Mr. Hoffman then opened the meeting up for a roundtable discussion. Mr. Mooradian mentioned that there was a separate effort with the DES Concrete Committee to discuss the Class 1 and ordinary surface finish specifications and recent issues at precast facilities and the jobsite.

3. Next meeting: September 10, 2015: Precast Sub-Task Group Meeting, in-person in Sacramento. Meeting will be for all members of the STG (CT and Industry).

Action Items from June 11, 2015	Due Date	Responsible Staff	Status
Finalize “Precast Pavement-Enhanced Jobsite Quality” Scoping document with team members	6/30/2015	Mr. Parvini and Mr. Cotey	Pending
Provide a member from the P/S Technical Committee	6/26/2015	Mr. Lammers	Pending
Contact PM/Super. From Desilva Gates for the 680 project to see if they are interested in participating in Precast Pavement activity	6/26/2015	Mr. McDermott	Contacted, left message

